

ADMINISTRATIVE-INTERNAL USE ONLY

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Functions of Committees of the Fine Arts Commission

Interior Design. Act as focal point for matters of concern to the Fine Arts Commission that affect the aesthetics of the interior of Headquarters and other Agency buildings. Propose and evaluate programs aimed at improving building interiors. Recommend Commission action on interior changes proposed by OL, GSA, and Agency employees. Recommend Agency interior design standards and assist OL in monitoring adherence. Assist other committees in their programs, particularly Headquarters and Headquarters annex environmental committees.

Headquarters Exterior. Act as focal point for matters of concern to the Fine Arts Commission that affect the exterior of Headquarters Building and its grounds. Propose and evaluate programs aimed at improving Headquarters grounds. Assist OL in monitoring quality of work by GSA and its contractors on the building grounds.

Headquarters Environment. Organize and support environmental committees in Headquarters organizational components. Assist these environmental committees in working with OL and GSA in carrying out programs for the improvement of the employees' work environment. Provide a communication channel between the Fine Arts Commission and Headquarters employees.

Headquarters Annexes. Act as focal point for matters of concern to the Fine Arts Commission that affect the employees' work environment in other Agency buildings in the Washington area. Organize and support environmental committees for these buildings. Assist these committees in working with OL, GSA, and building managers in carrying out programs

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for improvement of the employees' work environment. Provide a communication channel between the Fine Arts Commission and employees in these buildings.

Art. Recommend selection of works of art and their placement in public areas in Headquarters and other Agency buildings. Work with donors and other sources and with OL on acquisition, insurance, security, funding, and related matters. Provide guidance to OL in administering programs to provide wall hangings for non-public areas.

Exhibits. Recommend and schedule exhibits for the 1D corridor in Headquarters. Work with exhibit sponsors on exhibit content, logistics, insurance, etc. Coordinate with OL on installation and dismantling of exhibits, insurance and other exhibit expenses.

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